



Republic of the Philippines
Office of the City Mayor
City of Naga, 4400



Memorandum Circular
Corona Virus Disease – 2019 (CoViD-19)

No: 2020-02 (English)
For: The General Public
Date: 14 March 2020; 4:00 pm
Re: **NEW DIRECTIVES IN SUPPORT IN THE NATIONAL RESPONSE TO COVID-19 PANDEMIC**

The following measures are ordered to be undertaken immediately:

1. All persons who were in Metro Manila, Calabarzon and/or countries or places with confirmed cases of CoVid-19 last March 7, 2020 onwards and are currently in Naga or will be arriving in Naga City are **required** to undergo a 14-day self-quarantine commencing from the date of arrival. As such, they shall:
 - a. Restrict themselves from doing activities outside home, except when getting medical care. They shall also restrict themselves from going to work, school or public areas, and from using public transportation.
 - b. Observe interpersonal distancing of at least two (2) meters.
 - c. Avoid touching or making physical contact with anyone.
 - d. Monitor one's temperature three times per day.
 - e. Call ahead before visiting one's doctor stating their condition as PUM.
 - f. Wear a facemask when in the same room with another or when visiting a healthcare provider. (If unable to wear a mask due to physical or other health reasons, people staying with you must wear one)
 - g. Cover one's mouth and nose with a tissue or hanky when coughing or sneezing. Throw used tissues in a trash can and immediately wash hands with soap and water.
 - h. Wash hands with soap and water for at least 20 seconds. Avoid touching one's eyes, mouth or nose with unwashed hands.
 - i. Avoid sharing dishes, drinking glasses, cups, utensils, towels, beddings, or other items with other people in their home.
2. The same guidelines shall apply to those staying in hotels and accommodation establishments.
3. All persons falling under item number 1 are considered Persons-Under- Monitoring (PUM) and Persons-Under-Investigations if with symptoms. They are advised to send an SMS (text message) with following details to any of the numbers: **0998-435-2138/0917-154-3158**:
 - Name (eg. Juan Dela Cruz)
 - Date of Arrival in Naga City (eg. March 8, 2020)

- Present location of stay: (No. 8 Cove Apartment, Talisay Street, Bgy. Sta. Cruz, Naga City)
 - Symptoms (eg. No symptoms/With Symptoms: cough/colds/fever/sneezing)
 - Place of origin (Parañaque, Metro Manila)
4. All passengers from Metro Manila and Calabarzon alighting at the Bicol Central Station shall be required to submit a duly accomplished Disembarkation Card. The BCS Management shall ensure that no passenger shall exit the terminal without submitting the form.
 5. Failure to report and comply with the quarantine protocols is equivalent to non-cooperation and are punishable with either fine or imprisonment under Section 9 (e) of Republic Act No. 11332.
 6. Effective immediately the **following events, regardless of number of attendees, are ordered cancelled or postponed** on a date approved by the office of the City Mayor
 - a. Inter-barangay and inter-zone sports events
 - b. City Commemorative Events
 - c. Earthquake Drills
 - d. Barangay Assemblies
 - e. Educare Closing Ceremonies
 - f. All other city government and barangay events
 7. In order to discourage further the holding of large gatherings such as community and school events and non-essential recreational activities, **all previously approved and incoming requests to the city government for use of its facilities, plazas, sound system and transportation are cancelled and/or disapproved.**
 8. Effective 16 March 2020, all gatherings by schools, companies and organizations **attracting participants 50 above are now considered large events and therefore prohibited.** Below that number, the following actions must be undertaken by event organizers wishing to proceed with the conduct of event falling under this category:
 - i. Inform the participants of the risks involved in attending the event and the measures that may be undertaken to ensure their safety;
 - ii. Increase interpersonal distancing (ideally separation of at least 2 meters, no shaking hands, avoiding communal sleeping areas);
 - iii. Eliminate self-serve buffet style eating at social/religious gatherings;
 - iv. Support frequent hand hygiene by providing hand sanitizers dispensers in prominent locations;
 - v. Discourage attendees from sharing food or drinks;
 - vi. Deny entry of ill and unwell persons;
 - vii. Discourage attendance of persons with high-risk medical conditions;
 - viii. Implement organizational measures for the event such as cancellation, postponement, or rearrangement of the event (e.g., offering virtual participation,



- live streaming to allow participation from a distance, moving venue from indoors to outdoors);
- ix. Submit of registration list or attendance sheet with addresses and contact numbers to the City Health Office.
9. **Classes in all learning institutions in Naga City at all levels are ordered suspended starting March 16, 2020 until further notice.** During the period of suspension, all students and educators are enjoined to stay at home.
10. The Disinfection Team of the Incident Management Team shall undertake the disinfection of all public places in Naga City.
11. The public must expect proactive measures from the city from today. **The public is informed that we will implement starting tomorrow, March 15, 2020, a general curfew from 9:00pm to 5:00am for all persons regardless of age pursuant to City Ordinance No. 2020-019.** Persons with emergency needs or attending to emergencies, those in the actual performance of law enforcement, incident management, medical care and emergency response are exempted. All public and private companies and agencies are enjoined to adjust their working hours taking to consideration this new rule on curfew.
12. For information and strict compliance.


NELSON S. LEGACION
City Mayor